



Haywood Community College
Board Meeting
May 5, 2026
Board of Trustees

The Haywood Community College Board of Trustees held an in-person meeting on Tuesday, May 5, 2026, at 3:00 p.m. in the Walnut Building (Room 3322). The following people were present in person:

TRUSTEES: Ed Brown, Bill Hollingsed, Carol Larsen, Angela Lunsford, Tammy McDowell, Tom Olliff, Jon Overbay, Kaleb Rathbone, John Wadsworth, Danny Wingate

STAFF: Dr. Shelley White, Dr. Wendy Hines, Christie Medford, Brek Lanning, Sara Phillips, David Onder, Michelle Harris, Matt Collier, Hylah Birenbaum, Chris Chandler, Ian Cernak,

Attorney - Pat Smathers

Call to Order—Chairman Rathbone called the meeting to order at 3:00 p.m. and welcomed everyone. He requested a roll call, determined that a quorum was present, and followed with a moment of silence.

Ethics – Chairman Rathbone called the Board's attention to the **Ethics Statement** on the screen and asked if there were any conflicts of interest. No conflicts were noted. The Ethics Statement is on electronic page 2 of today's packet.

Consent Agenda Approval—Chairman Rathbone presented the May 5, 2026, Consent Agenda and entertained a motion to approve it as presented. Trustee Olliff motioned to approve the consent agenda as presented. Trustee Hollingsed seconded the motion. All were in favor. The motion was duly passed. May 5, 2026, Agenda and Consent Agenda are on electronic page 1 of today's packet. The Consent Agenda includes state and county budget reports for the period ending March 31, 2026, and the Board Minutes for March 31, 2026(April-Meeting). Consent agenda items are on electronic pages 1-11 of today's packet.

SGA Report – In the absence of the SGA President, Dr. Wendy Hines presented the SGA Report. She provided a report on recent student activities, including food trucks on campus, Wellness Wednesday activities, Grad Day, Finals Week Charge-Ups, and Denim Day.

Natural Resources Program Overview - Faculty members Dr. George Hines and Shannon Raby presented an overview of the Forestry and Fish and Wildlife Management programs, including experiential learning opportunities, student competitions, and workforce

preparation. The Board asked several questions and commended both faculty members for their dedication and hard work to the programs.

Study Abroad Report – Faculty members Chris Bond and Jeremy Phillips, along with student Naomi Hatcher, presented a report on the recent study abroad trip to Mexico, highlighting cultural immersion, educational experiences, and student growth. The Board asked several questions.

President's Report - Dr. White informed the Board of several items:

○ **Informational Reports –**

- **New Employee Report**—Dr. White noted that the New Employee Report includes numerous full-time and part-time employees, which is typical at this time of year. The New Employee Report is on electronic page 12 of today's packet.
- **New Employee Introductions** – Upon Dr. White's request, HR Director Sara Phillips introduced three new employees: Elizabeth Arrington, Nursing Instructor, Joe McCarty, Success Coach, and James Neely, FT Lead Lineworker Instructor. Each provided summaries of their background and expressed gratitude for the opportunity to work at HCC.
- **College Updates** – Dr. White highlighted events from the previous month as well as upcoming events.
- **Events/Recognitions**
 - Financial Write-Offs – Christie Medford, VP of Business Operations/CFO, presented the proposed Write-Offs for fiscal year 2022-2023 totaling \$47,782.49 deemed uncollectible. A summary of the Write-Offs included Enrollment Status Changes, Returned Checks, Nelnet Payment Plan, and Lost /Stolen Equipment. Following discussion, Chairman Rathbone entertained a motion to approve the write-Off of accounts receivable for FY 2022-2023 in the amount of \$47,782.49 deemed uncollectible as of April 7, 2026. Trustee Olliff made the motion to approve the Write-Offs Repo of accounts receivable for FY 2022-2023 in the amount of \$47,782.49, deemed uncollectible as of April 7, 2026. Trustee Larsen seconded the motion. All were in favor. The motion duly passed.
 - County Budget Presentation – HCC presented the 2026-2027 proposed County Budget to the County Commissioners on April 20. The proposed Budget was well-received. At the last Commissioners Meeting, the County Manager recommended that our budget be fully funded for our full 6.81% increase over last year. The next step in the budget process is public comments. The Board commended Dr. White for her presentation and the staff for their hard work on the budget development.
 - Car Show – Dr. White recognized Michelle Harris and her team along with the Automotive Program Faculty and staff for another outstanding HCC Car Show on May 2. Eighty-five cars entered the contest this year, which raised \$1,500 for the student automotive club; 127 people voted for the Fan Favorite, and approximately three hundred attended. Overall, a tremendous success.

- Dr. White noted that the Crafts Program was featured at the State Board Awards Ceremony, which was held at the Angus Barn Pavilion in Raleigh. Numerous exhibits from the Crafts Program were on display by Brian Wurst, Instructor.
- Dr. White attended the NCACCT Law and Legislative Conference in Cary and the WCCLA Graduation program. WCCLA is the Western Community College Leadership Academy, and each year, the Western participating colleges send five employees.
- Kickoff of Skilled Trades Alliance with Haywood County Chamber- The Skilled Trades Alliance is the first employer-led initiative of it's kind in Haywood County. HCC is excited to collaborate with them and boost our skilled trades workforce.
- Professional Crafts Students are once again being featured at the Folk-art Center, May 9 – September 16. Marking this as the HCC Professional Crafts Grad Show 50th Anniversary. The Opening Reception is held on Saturday, May 9, from 2:00 – 4:00 p.m.
- Aspen Prize top 200 – HCC was honored to be recently named in the Aspen Prize top 200. We recently received notification that we did not make the top 25. Dr. White noted that it was an exceptionally good process to have gone through and learned a lot from the experience.

Report by Nominating Committee

Nomination of Officers – Trustee Olliff presented the recommended slate of officers for both the interim and regular terms. The Committee brought forward Tammy McDowell as Chair, John Overbay as Vice Chair, Dr. Shelley White as Secretary, and Tammy Goodson as Recording Secretary. Coming from the Committee does not require a second. All were in favor. The motion duly passed.

Report on Buildings and Grounds

- **JSD Easement Agreement** – Brek Lanning presented information regarding a request from the Junaluska Sanitary District related to the ongoing water line and water tank project. The proposed pump station would be located at the Workforce Outdoor Training Site near the pavilion area. The Board discussed the proposed structure, aesthetics, noise, storage additions, utility impacts, and long-term benefits to campus infrastructure. The Committee brought forward a motion to approve the conveyances of a non-exclusive utility easement to Junaluska Sanitary District at 1684 Jones Cove Road. Coming from the Committee does not require a second. All were in favor. The motion duly passed.
- **Workforce Outdoor Training Site** - Mr. Lanning reported that site work is approximately 99% complete and the pavilion structure is approximately 75% complete. The slab is scheduled to be poured by the end of the week, with lighting and final electrical work underway. The project remains targeted for completion by the end of May. The Board briefly discussed.
- **RBAC Renovation Project** - Mr. Lanning reported that fire system installation is approximately 90% complete, plumbing rough-ins are complete, and electrical rough-ins are approximately 70% complete. The project is currently on schedule for completion by the end of calendar year 2026. The Board Briefly discussed.
- **RBAC Expansion/The Forge** - Mr. Lanning reported that approval from the State Construction Office for the schematic design has been received. The design

development package is being submitted, and construction documents are tentatively expected to be submitted in mid-September.

- Gen-Ed Feasibility Study - Mr. Lanning shared that the General Education feasibility study is approximately 90% complete. Consultants have reviewed campus locations, utilization needs, and preliminary budget ranges. A full presentation is expected at the June B&G Committee meeting and the June Board meeting.

Announcements - Chairman Rathbone brought several announcements at the bottom of the agenda to the Board's attention.

Closed Session - pursuant to North Carolina General Statute G.S. §143-318.11

- (a)(1): to prevent the disclosure of information that is privileged or confidential.
- (a)(3): to discuss matters protected by attorney-client privilege-Legal and Personnel

Chairman Rathbone entertained a motion to go into Closed Session for reasons stated above. Trustee Larsen made the motion to go into Closed Session for reasons stated above at 4:09 p.m. Trustee Hollingsed seconded the motion. All were in favor. The motion duly passed.

The Board returned to Open Session at 4:25 p.m.

Having no further Business, Chairman Rathbone entertained a motion to adjourn the meeting at 4:25 p.m. Trustee McDowell made the motion to adjourn the meeting at 4:25 p.m. Trustee Olliff seconded the motion. All were in favor. The motion duly passed.

Respectfully Submitted

Tammy R. Goodson

Tammy R. Goodson, Recording Secretary,
Executive Assistant to the President,
Ethics Liaison

Documents Included in the Packet

May 5, 2026, Agenda
Ethics Statement
March 31, 2026, Board Minutes
March 31, 2026 State and County Budget Reports
New Employee Report
Financial Write-Offs Report for 2022-2023
JSD Easement Agreement